



**PLANNING COMMISSION  
Minutes of the Regular Meeting  
Council Chambers  
8200 Westminster Boulevard  
Westminster, CA 92683  
July 6, 2016  
6:30 p.m.**

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**1. ROLL CALL: ANDERSON, MANZO, NGUYEN, RICE, AND VO**

**PRESENT:** Anderson, Manzo, Nguyen, Rice

**ABSENT:** Vo

**2. SALUTE TO FLAG:**

Vice Chair Manzo led the salute to the flag.

**3. REPORT FROM PLANNING SECRETARY ON LATE COMMUNICATION ITEMS**

Associate Planner Ratkay stated there were no late communications.

**4. EX PARTE COMMUNICATIONS**

Chair Anderson and Vice Chair Manzo reported visiting the site for item 8.1.  
Commissioner Rice reported visiting the sites for items 8.1, 8.2, and 9.1.

**5. SPECIAL PRESENTATIONS - None**

**6. ORAL COMMUNICATIONS - None**

**7. APPROVAL OF MINUTES – May 4, 2016 and June 15, 2016**

**Motion:** It was moved by Commissioner Nguyen, and seconded by Chair Anderson, to approve the Planning Commission meeting minutes of May 4, 2016 as presented. The motion carried (4-0) with the following vote:

**AYES:** ANDERSON, MANZO, NGUYEN, RICE

**NOES:** NONE

**ABSENT:** VO

**ABSTAIN:** NONE

**Motion: It was moved by Commissioner Rice**, and seconded by Vice Chair Manzo, to approve the Planning Commission meeting minutes of June 15, 2016 as presented. The motion carried (4-0) with the following vote:

AYES:	ANDERSON, MANZO, NGUYEN, RICE
NOES:	NONE
ABSENT:	VO
ABSTAIN:	NONE

## **8. PUBLIC HEARINGS**

### **8.1 Case No. 2016-08 (Variance)**

**Location:** 15412 Goldenwest Street (APN #142-401-61)

**Applicant:** Sean Campbell, United Sign Systems

A request for a Variance to add 38.40 square feet of additional wall signage within the front facade at an existing grocery store (Grocery Outlet), totaling 238.40 square feet, whereas the Westminster Municipal code permits a maximum of 200 square feet of sign area.

Contract Associate Planner Ignacio Rincon provided a presentation to the Commission.

Commissioner Nguyen inquired if there were other businesses in the City that also have excessive signage. Contract Associate Planner Ignacio Rincon explained this type of request usually comes from the big brand grocery store locations, he provided an example of excess signage at Albertson's located in the Westminster Center.

Chair Anderson opened the public hearing.

Mitch Chemers, representing the applicant, stated Grocery Outlet store needs the additional signage as stores that don't display department names struggle. He stated that he has seen a consistent pattern where business improved after signage was added to struggling businesses.

Kelli Wiggins, applicant, stated she and her husband own the business and they really like the area and plan to stay in that location, but they are struggling. She feels that people are not sure what kind of store Grocery Outlet is and the additional signage will help advertise the store as a full service grocery store.

There were no speakers present in opposition, therefore Chair Anderson closed the public Hearing.

Vice Chair Manzo stated he was in favor of the project and the design of the sign incorporating channel letters.

Chair Anderson inquired if the Commission's approval of this sign would set a precedent to allow other businesses, like Jon's Market, to come in for additional signage. Associate Planner Steve Ratkay stated that other businesses have the same opportunity to request a variance, similar to Grocery Outlet, however they would have to make an argument for a hardship thereby warranting the variance.

**Motion was made by Vice Chair Manzo**, and seconded by Commissioner Rice, to approve Case No. 2016-08, a request for a Variance for additional wall signage with recommended conditions of approval. The motion carried (4-0) with the following vote:

AYES:	ANDERSON, MANZO, NGUYEN, RICE
NOES:	NONE
ABSENT:	VO

**8.2 Case No. 2016-22 (Conditional Use Permit)**

**Location:** 15216 Goldenwest Street (APN # 142-383-13)

**Applicant:** Shane Harris

A request for a Conditional Use Permit to establish a new second-hand clothing shop (Plato's Closet) which will also facilitate acceptance of purchase/donations of gently used brand products.

Planning Technician Sandie Kim provided a presentation to the Commission.

Vice Chair Manzo inquired where the donations are to be accepted at the location. Planning Technician Sandie Kim explained that donations would only be accepted from inside the store location and there would be no drop-off area. Associate Planner Steve Ratkay further explained that the nature of this second hand store differed from that of a store like Goodwill as there would be no household items or electronics dropped off and donations would consist of apparel only.

Chair Anderson opened the public hearing.

Shane Harris, applicant, stated he was excited for the opportunity and appreciated the consideration of the Commission to bring his business to the City of Westminster. He thanked staff for helping him through the process and added he planned on being part of this community for a very long time.

There were no speakers present in opposition, therefore Chair Anderson closed the public hearing.

**Motion was made by Commissioner Rice**, and seconded by Commissioner Nguyen, to approve Case No. 2016-19, a request for a Conditional Use Permit with conditions of approval. The motion carried (4-0) with the following vote:

AYES:           ANDERSON, MANZO, NGUYEN, RICE  
NOES:           NONE  
ABSENT:        VO

## **9. REGULAR BUSINESS**

### **9.1 General Plan Conformity**

**Location:** South of the 405 (San Diego Freeway) along Rancho Road between Bolsa Chica Road and Westminster Boulevard.

**Contact:** Raymond J. Rivera, Right of way Services, Senior Land Surveyor, Orange County Public Works

Finding that the proposed Quitclaim of a portion of Rancho Road by the Orange County Flood Control District (OCFCD) to the City of Westminster Conforms to the City's adopted General Plan.

Associate Planner Steve Ratkay provided a presentation to the Commission.

**Motion was made by Commissioner Rice**, and seconded by Commissioner Nguyen, to determine that the Quitclaim of a portion of Rancho Road to the City of Westminster conforms to the City's General Plan. The motion carried (4-0) with the following vote:

AYES:           ANDERSON, MANZO, NGUYEN, RICE  
NOES:           NONE  
ABSENT:        VO

## **10. REPORTS**

### **10.1.MATTERS FROM THE PLANNING COMMISSION**

A request from Chair Anderson for selection of two Planning Commission representatives to attend a meeting with representatives from Southern California Edison during City Hall business hours.

A selection was made by the Commissioners present that Chair Anderson and Vice Chair Manzo will represent the Planning Commission during the upcoming meeting with Southern California Edison and provide a report to the Commission thereafter.

Vice Chair Manzo brought up the recent news article about a former City of Westminster Planning Commissioner recently pleading guilty to bribery charges. He

stated the news was very upsetting and he inquired about the ethics training required for Commissioners, adding that he felt a more stringent requirement may be necessary. He felt this has created a negative perception of the Commission for the public.

Commissioner Rice noted that the Commissioner in question has a last name of Vo, she wanted to make it clear that it was not the Planning Commissioner Vo that currently serves on the Commission.

Discussion ensued amongst the Commission. The Commission directed Associate Planner Steve Ratkay to determine the current ethics training requirements, what additional training is available, and to provide a report to the Commission on the next meeting.

#### **10.2.AB 1234 Reports – None**

#### **10.3.Follow-up on Donation Bins; Reporting the Outcome of A Meeting Held on June 22, 2016, Regarding A Previous Request From Vice Chair Manzo to Discuss the issue of Donation Bin Regulation**

Should a majority of the Commission desire to initiate a zone text amendment to direct staff to study the matter, staff will return at the next meeting with a resolution that will memorialize the initiation of the zone text amendment.

Associate Planner Steve Ratkay, provided a summary of events and outcome of the meeting held on June 22, 2016 to the Commission. He also provided an explanation of the process required to initiate a zone text amendment and the process thereafter to amend the Zoning Code.

**Motion was made by Vice Chair Manzo**, and seconded by Commissioner Rice, to request for staff to prepare a draft resolution to initiate a zone text amendment. The motion carried (4-0) with the following vote:

AYES:	ANDERSON, MANZO, NGUYEN, RICE
NOES:	NONE
ABSENT:	VO

Associate Planner Steve Ratkay informed the Commission that the draft General Plan and Environmental Impact Report has been provided to each Commissioner and requested any comments regarding the document. He then mentioned the upcoming meetings related to the General Plan will be held:

July 13, 2016 General Plan Advisory Committee  
July 30, 2016 Community Open House  
August 17, 2016 Planning Commission meeting to introduce the General Plan  
August 31, 2016 Special Planning Commission meeting to recommend adoption

Associate Planner Steve Ratkay stated that all of the information provided to the Commission is also available for review on the City's website.

- 11. ADJOURNMENT – The meeting was adjourned at 7:19 p.m. to the Regular Meeting on Wednesday, July 20, 2016 at 6:30 p.m.**

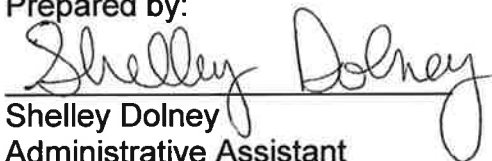


Don Anderson  
Chairman



Brian Fisk  
Planning Commission Secretary

Prepared by:



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